

Strategies for Success

School District Energy Conservation Activities

8. HVAC Guidelines

General

- ☐ Buildings should be at operating temperatures at the scheduled school starting times.
- ☐ Contact <<name>> <<3>> days in advance to request conditioned air for evening or weekend programs. Same day requests call <<name>> or contact directly.
- ☐ Only activities approved by the Energy Management Team will receive conditioned air for evening and weekend community activities in schools.

Cooling

- ☐ Buildings with air conditioning units will be set to maintain operating temperatures between 74°F and 78°F degrees for the cooling season.
- ☐ Cool outside air will be ventilated into all schools through the air handling systems during the early morning hours to provide “free” cooling, HVAC systems permitting.
- ☐ Cooling setup temperatures will go into effect each school night at 4:00 PM. System shall remain in setup mode until the beginning of the next school day at 8:00 AM. System shall be in setup mode during extended breaks. Cooling thermostats in all district buildings will be programmed to the following setback temperatures:
 - ☐ Setup temperature shall be 80°F.
- ☐ People in buildings without air conditioning will maintain indoor climate control using window shades, portable fans, etc.
- ☐ Under no circumstances will air conditioning be utilized in classrooms during the summer months unless the classrooms are occupied.

Heating

- ☐ Central heating controls and programmable thermostats are set to:
 - ☐ 68°F to 72°F in academic and common areas
 - ☐ 66°F to 68°F in gymnasiums and kitchens.
- ☐ Heating setback temperatures will go into effect each night at 4:00 PM and shall remain in setback mode until the beginning of the next school day at 8:00 AM. System shall be in setback mode during extended breaks. Heating thermostats in all district buildings will be programmed to the following setback temperatures:
 - ☐ Spring break until Thanksgiving break: 55°F
 - ☐ Thanksgiving break until Spring break: 60°F

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Rebuild Colorado

A Program of the Governor's Office of Energy Management and Conservation
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8. HVAC Guidelines (continued)

Domestic Hot Water

- ☐ Domestic hot water heaters are set to [110°F](#) to [125°F](#). Water heaters with temperature markings such as “WARM”, “HOT”, “VERY HOT” or “A”, “B”, “C” shall be set on the ▲ symbol equal to 120°F. Water temperatures over 125°F can cause severe burns instantly.
- ☐ Domestic hot water heaters serving kitchen shall be set to [140°F](#) (with dishwasher booster).
- ☐ Domestic water heaters will be shut off during extended breaks of two weeks or more in areas where use of domestic water is not needed.
- ☐ Domestic water re-circulating pumps shall be off during unoccupied hours.

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